



# Employment Opportunity

**Department: Community Development**

**Position: Senior Planner – Long Range**

**Who May Apply: Any Qualified Applicant**

**Employment Status: Regular Full Time**

**(Hiring list will be established from qualified applicants)**

**Starting Salary: \$4,450 - \$5,984 per month**

**Closing Date: Open until filled**

**First Screening: April 3, 2015 at 4:00 p.m.**

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## DEPARTMENT/OFFICE

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Lewis County Community Development  
2025 NE Kresky Avenue  
Chehalis, WA 98532

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## POSITION SUMMARY

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This is a non-represented, FLSA exempt position.

Under limited supervisions, performs and coordinates long-range planning activities, including but not limited to application of the Growth Management Act and other land-use planning statutes on behalf of the Planning Division.

**Lewis County accepts no responsibility for completeness of applications, the timely delivery or the loss or damage of data when sent by email, fax, U.S. Postal Service, private carrier, delivery service, or other provider. Application materials received by Lewis County become the property of the County.**

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## HOW TO APPLY

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Application materials available at [www.lewiscountywa.gov/jobs](http://www.lewiscountywa.gov/jobs) or pick up an application package between 8:00 a.m. – 5:00 p.m. from:

Lewis County Community Development  
Public Services Building  
2025 NE Kresky Avenue  
Chehalis, WA 98532

Application packets may be requested by calling (360)740-1232 or (360) 740-1480 TTY. Please note that there may not be sufficient time for the packet to be mailed and returned by 4:00 p.m. on the closing date of the posting.

Lewis County is an equal opportunity employer that provides access free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information, or any other basis protected by law in employment or provisions of services.

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## WHO MAY APPLY

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This recruitment is open to any qualified applicant who meets the minimum qualifications and can perform the essential functions, with or without accommodation, and possess knowledge, skills and abilities as identified in the job description.

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## REQUIREMENTS

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The following items are **REQUIRED** for your application to be considered complete and for you to be considered for this recruitment. Note: ALL sections of the application must be complete. "See resume" is not acceptable.

**Lewis County Employment Application-  
Authorization to Release Information  
Cover Letter  
Resume  
Proof of education as required**

All application materials must be received **by 4:00 pm** on the closing date of this posting. Late applications will not be accepted. Applications may be e-mailed to [Donna.Olson@lewiscountywa.gov](mailto:Donna.Olson@lewiscountywa.gov) or faxed to 360-740-1245, providing a signed hard copy follows within 5 days.

**Applicants with disabilities who need accommodation with the application and/or selection process should contact the ADA Coordinator, Human Resources at (360)740-1408 or (360) 740-1480 TTY.**

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## MINIMUM REQUIREMENTS

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- ▶ Bachelor's Degree in land use planning or closely related field AND three (3) years progressively responsible long range or regional planning experience; OR an equivalent combination of education, training and experience.
- ▶ Knowledge of principles and practices of land use planning.
- ▶ Valid Driver's License.
- ▶ Proof of eligibility to work in the United States.
- ▶ Ability to speak, read, and write the English language effectively.

**NOTE: The information for State and Federal Reporting Form is voluntary. Providing this information assists the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.**